

MINUTES OF THE ANNUAL MEETING OF YEALMPTON PARISH COUNCIL HELD ON MONDAY 11TH MAY 2026 AT 7.30PM IN THE COMMUNITY ROOM, STRAY PARK, YEALMPTON.

Meeting commenced at 7.30pm

Members of the public present: 0

Councillors Present: Cllr Baldry, Cllr Endicott, Cllr Craddock, Cllr Tucker, Cllr Barton, Cllr Thomas, Cllr MacKay, Cllr Hopkins, Cllr Riley and Cllr Taggart.

Cllr Baldry congratulated Cllr Thomas on his invitation and attendance in his role of the Leader of the South Hams District Council at a Royal Garden Party.

1) Chairman and Vice Chairman Elections

- a) Cllr Baldry was unanimously elected as the Chairman. Cllr Baldry signed the Acceptance of Office.
- b) Cllr Endicott was unanimously elected as the Vice-Chairman. Cllr Endicott signed the Acceptance of Office.

2) Open Forum

No members of the public spoke

3) Apologies for absence

District Councillor Edie sent apologies.

4) Councillors' Declarations of Interest

Cllr Hopkins declared a financial interest in a payment in the Payment List, for reimbursement of some wildflower seeds purchased, that formed part of a grant. It was agreed that she could remain in the room during the consideration of the Payment List at item 10 and would abstain from voting on the payment she was requesting.

Cllr Thomas declared an interest in item 14, as the Leader of the District Council granting the Lease. It was agreed that he could remain in the room during the consideration of item 14 but would not vote.

Cllr Tucker declared a personal interest in planning application 0955/26/OPA Land At Sx 588 511 to be dealt with at item 9, a, ii below on the basis that he and the applicant are members of the farming community. He confirmed that he would abstain from voting on this application, Council agreed he could remain in the room during the consideration of item 9.

5) To agree and sign the minutes if the Council Meeting held on 13th April 2026

The minutes of the Council Meeting held on 13th April 2026 were approved and signed by the Chairman.

6) Exclusion of the Public

No matters were required to be taken in private session.

7) County Council Report

Cllr Thomas requested that Item 19 be taken at this point, as it related directly to matters raised in his report. The Council agreed, and Item 19 was considered at this stage of the meeting.

Cllr Thomas working with County Cllr Wainwright had been promoting the Road Warden Scheme across Devon. Cllr Wainwright has produced a Road Warden Scheme Handbook, which will be printed and made available online.

Cllr Thomas highlighted that approximately 80% of Devon County Council's council-tax income is spent on Adult and Children's Social Care. As a result, the proportion available for the Devon Highways budget is extremely limited. He explained that 80% of traffic uses only 20% of the road network, meaning that Category A and B roads are prioritised for pothole repairs.

The Road Warden Scheme enables trained volunteers to repair non-safety-defect potholes on Class C and unclassified roads, helping to prevent these from deteriorating into safety defects.

It was agreed that Yealmpton Parish Council would explore whether there is wider community support for forming a volunteer "pothole gang" under the Road Warden Scheme.

Councillor Thomas and the Clerk would arrange for an article to go in the Yealmpton Press.

8) District Council Report

(Cllr Edie had provided the below written report in his absence, see Appendix 1)

It was agreed as the Councillor with responsibility for the Emergency Plan, that Cllr Riley would register and attend the People's Emergency Briefing detailed in Cllr Edie's report.

9) Planning matters

- a) Cllr Endicott gave an update on planning applications that were relevant to the parish.
- b) The following responses were determined to the below applications;
 - i) 0960/26/VAR Field at SX 256 515 Yealmpton – Council decided to "Support" the application, with no comment.
 - ii) 0955/26/OPA Land at Sx 588 511 Dunstone Yealmpton – Council decided to "Object" to the application, with the following comment;
"YPC stand by our previous response to 3821/24/FUL and agree with the officer's report for that application in that the proposed development would have an adverse harmful effect upon the character and appearance of the area and would detract from the Special Qualities of the South Devon National Landscape". Councillor Tucker abstained from voting on this application.
 - iii) 1058/26/VAR 15 Yeo Park Yealmpton PL8 2LP – Council decided to "Support" the application, with no comment.
 - iv) 1151/26/HHO 11 Ploughman Way Yealmpton PL8 2JE – Council decided to "Support" the application, with no comment.

Due to Cllr Thomas' role at the District Council, he abstained from voting on the applications at a Parish Council level.

10) Financial matters

- a) Accounts to the end of April 2026 were reviewed.
- b) The payments in the Payment List, totalling £4,337.43 were approved for payment. Cllr Hopkins abstained from voting on the payment to herself for reimbursement of some wildflower seeds for an environmental project.

11) Annual Governance and Accountability Return Year Ended 31st March 2026

- a) The Internal Auditor's report was received and noted.

- b) Section 1 – Annual Governance Statement 2025-2026 was considered, approved and signed by Cllr Baldry.
- c) Section 2 – Accounting Statements 2025-2026 was considered, approved and signed by Cllr Baldry and the Clerk.
- d) The Bank Reconciliation ending 31st March 2026 was considered and approved.
- e) The Explanation of Significant Variances Report 2025- 2026 was considered and approved.
- f) The dates for the period of the exercise of Public Rights, namely Wednesday 3 June to Tuesday 14 July were approved.

The Clerk was asked to submit these documents to the External Auditor.

12) Council Administration

- a) To agree the appointment of an Internal Auditor

Mr Mike Cosby was appointed as the Internal Auditor for the financial year 2026-2027.

- b) Review of delegation arrangements to committees, sub-committees, staff and other local authorities

Delegation arrangements were reviewed and re-approved.

- c) Review of Terms of Reference for committees

Terms of Reference for Committees were reviewed and re-approved.

- d) Review of Statement of Internal Control

The Statement of Internal Control was reviewed and re-approved.

- e) Re-appoint members to committees

Existing Committee members were reappointed to the same committees, with Cllr Taggart being newly appointed to the Planning Committee. See the below Appendix 2 for details of appointments. Cllr Taggart would also assist Cllr Riley with the Emergency Planning procedures.

- f) Re-appoint representatives to outside bodies

Existing representatives were reappointed to the same outside bodies, with Councillor Hopkins withdrawing from representing the Council on Dementia Friendly Parishes. See the below Appendix 2 for details of appointments.

- g) Review of Standing Orders and Financial Regulations

Standing Order and Financial regulations were reviewed and reapproved.

- h) Review of inventory of land and other assets including buildings and office equipment

The inventory had been reviewed by members of the Finance Committee and was approved.

- i) Review of arrangements for insurance cover in respect of insurable risks

It was noted that the insurance renewal documents had recently been received from the insurers. Council confirmed they were happy with the renewal notice and the Finance Committee was asked to review the renewal documents to ensure cover remained adequate.

- j) Review of subscriptions to other bodies

Council reviewed the current subscriptions, namely Devon Association of Local Councils (DALC), Ivybridge and District Association of Local Councils (IDALC) and Information Commissioner's Office (ICO). Council approved the continuation of these subscriptions.

- k) Review of Council's complaints policy

Council considered a new Complaints Policy and this was approved and adopted.

- l) Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation

Council had recently considered updated policies and procedures. The policies and procedures were reviewed and re-approved.

- m) Review of the Council's policy for dealing with the press/media

Council had recently considered an updated Press, Media and Social Media Policy and this was reviewed and re-approved.

- n) Review of the Council's employment policies and procedures

Council had recently considered updated employment policies and these were reviewed and re-approved.

- o) Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972

Council reviewed the expenditure and noted that it was well below the statutory cap on such expenditure.

- p) Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council

Council approved the dates included in Appendix 2 and confirmed the meetings would continue to take place at the Community Room, Yealmlton Community Centre, Stray Park, commencing at 7.30pm

- q) To review and approve direct debits and standing orders for the financial year 2026-2027

The Direct Debits listed in Appendix 2 were reviewed and approved.

13) Silverbridge Way Extension

Cllr Barton reported that a pre-application for planning consent had been submitted and the Planning Officer had advised that various environmental and ecological assessments would be required as part of the application. An initial cost estimate of £4,000 had been obtained from one company. It was noted that the further quotes would need to be obtained before Council would consider whether to undertake these assessments. It was agreed that the Silverbridge Way extension would be discussed at the next meeting.

14) Market Street Car Park

- a) Council noted the signed Heads of Terms that had been signed and returned by the Clerk.
- b) It was agreed that a Local Search would be purchased by the Clerk. The cost of this was anticipated to be under £100 and this expenditure was approved.

15) Training

- a) Newton and Noss Parish Council had obtained a quote of £420 for whole Council UK GDPR training to be delivered by Breakthrough Communications. They have asked whether Yealmpton Parish Council would like to join them in undertaking this training and sharing the cost. Council noted that this represented good value for money and this training would be beneficial. The Clerk was asked to agree and progress this matter.
- b) New Councillor training with DALC was agreed for Councillors Riley and Taggart. The Clerk would arrange with DALC.

16) Emergency Planning

Council considered the benefit of circulating a Home Emergency Plan to all residents in Yealmpton and felt this was a good idea. It was agreed that it would be distributed with the Yealmpton Press and a digital copy would be available online for people to download if they needed more room. The wording of the plan required some revision and would be considered at the next meeting along with the costs.

17) Boule Pitch

The Boule Pitch had been resurfaced and Council would like to encourage people to use the pitch. It was agreed that an outside lockable box to contain one of the Boule Sets would be purchased. Residents who wished to play Boule could contact the Clerk to obtain the combination for the box. The Clerk was asked to purchase a suitable box for an amount within the Clerk's delegated authority in the Financial Regulations.

18) Asset Maintenance Contract

In accordance with the Asset Maintenance Agreement, the contractor had requested an increase to their hourly rate. The requested increase was agreed. The Clerk would confirm this with the contractor.

19) Road Warden Scheme

This matter was taken with the County Council Report.

20) Report from Councillors/Clerk on actions arising from previous meetings

- a) Footpath 19 claim for determination of the Definitive Map – Council noted that the landowner of the land subject to the claim had not arranged a meeting to discuss settlement. The Clerk's draft email to Devon County Council requesting determination of the claim was approved.

21) Reports on allocated areas of responsibility, where matters arise.

- a) Footpaths – Cllr Barton and the Clerk had met with a contractor to consider the possible routes for a path between Collaton Park and Yealmpton. The Active Travel Officer at South Hams District Council would be consulted about the feasibility of the route and to understand whether external funding was likely to be obtained for this route. Cllr Barton informed Council that the South Hams Ramblers Association had undertaken some voluntary work on footpath 35, greatly improving the access. The Council thanked the Ramblers Association, the Clerk was asked to write to convey the Council's appreciation.

- b) Roads and Pavements – Cllr Tucker reported that he had heard a truck going through the village at 6am and it had made an enormous amount of noise. He did not have details of the registration or the company operating the vehicle. The Clerk was asked to write to the Road Haulage Association to ask if there is anything that could be done to deaden the noise from empty wagons.

22) Correspondence

- a) Council had received an email about the speed of traffic through the village and unpleasant smell in the Torr area of the village. The speeding was on the A379. There is a speed monitor on the A379. Regarding the unpleasant smell, it is understood to be fertiliser spreading on agricultural land. If this is beyond normal muck spreading as part of agricultural practises, it can be reported to Environmental Health at South Hams District Council. The Clerk would write to advise the resident of the process for reporting agricultural odours to Environmental Health.
- b) Correspondence regarding New Road potholes and resurfacing works. Cllr Thomas reported that the potholes on New Road would be dealt with. A different process would be required on New Road from Ford Road. Cllr Thomas was pressing for a date for the works to be scheduled.
- c) An email had been received from a resident calling for Brixton Parish Council's proposed speed reduction between Yealmpton and Brixton to be placed on the Agenda again for consideration by Council. This was last considered in February 2026. Council was mindful of Standing Order 7. Cllr Thomas had also received a copy of the email and would respond on Council's behalf.
- d) An email had been received by the Clerk requesting she ask Council why it had not followed the majority view of respondents to their request for responses regarding Brixton Parish Council's proposed speed reduction between the two villages. The email also sought clarification regarding the role of Devon Highways in the decision. The Clerk was asked to respond stating the responses were broadly even and the consultation was not a binding vote or referendum. The Clerk would also clarify that the decision as to whether the speed would be reduced, lay with Devon Highways.

Meeting closed at 9.48pm

Date of next meeting 8th June 2026

Minutes prepared by Sasha Walton-Jackman

Clerk to Yealmpton Parish Council

Appendix 1

Committees of the Parish Council

Planning Committee

Cllrs Endicott, Craddock, Baldry, Riley, Tucker and Taggart

Finance Committee

Cllrs Endicott and Craddock

Staffing Committee

Cllrs Baldry, Endicott and Barton

Yealmpton Environment Group

Cllrs Barton and Hopkins

Appointments to Outside Bodies

Yealm Estuary Management: Cllr Endicott

Speedwatch: Cllrs Baldry & Craddock

Dementia Friendly Parishes: Cllr Thomas

Yealmpton Community Association: Cllr Barton

Eliz Hele & John Lanyon Trust: Cllr Endicott

Yealm Harbour authority: Cllr Endicott

Police: Cllr Thomas

SW Ambulance Trust: Cllr Craddock

Ordinary Council Meetings

Will be held on the second Monday of every month. The meetings will start at 7.30pm and will be held in the Community Room at the Yealmpton Community Centre, Stray Park, Yealmpton. The meetings will be held on the following dates;

8th June 2026

13th July 2026

No meeting held in August

14th September 2026

12th October 2026

9th November 2026

No meeting held in December

11th January 2027

8th February 2027

8th March 2027

12th April 2027

10th May 2027 - Annual Meeting of the Parish Council

Direct Debits

British Gas – Electricity in the Parish Room

HMRC – for Tax and NI

TalkTalk – Internet for Parish Room

ICO – for data protection fee

South West Water - water at the Parish Room

Nest Pensions – for Clerk's deducted pension payments and YPC contribution

Appendix 2

District Council Report – Cllr Edie

Seeing is Believing: Local Community Energy in Action

This summer, join the South West Net Zero Hub and climate charity Ashden for a unique, hands-on day exploring how community energy projects are being delivered on the ground.

Seeing is Believing offers a rare opportunity to step inside successful local energy schemes, meet the people behind them, and learn what it really takes to bring projects to life, from concept to delivery.

Thursday 11 June | 10 a.m. to 4 p.m.

Totnes & Plymouth (transport provided)

Free to attend (limited places)

More details www.SouthHams.gov.uk

A special community screening: The People's Emergency Briefing

You can still join us for a screening of the People's Emergency Briefing at Ivybridge Watermark on 27 May from 7 p.m. (for a 7:30 p.m. start).

This important film covers key issues facing us all, including:

Extreme weather

Food security

Health

Cost of living

The film is based on the National Emergency Briefing in Westminster (featured by ITV, Channel 4 and The Times) with appearances from Chris Packham, Deborah Meaden, and a range of voices from across the UK.

After the film, there will be a short open discussion about what it means for our community and what we can do locally. You can book your place searching for the event at [Eventbrite.co.uk](https://www.eventbrite.co.uk)